

VERSION DESCRIPTION DOCUMENT FOR THE NASA PERSONNEL/PAYROLL SYSTEM

Software Release

8.9

PrISMS Contract

Date: August 14, 2003



National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Huntsville, Alabama 35812

**VERSION DESCRIPTION DOCUMENT
FOR THE
NASA PERSONNEL/PAYROLL SYSTEM
SOFTWARE RELEASE 8.9**

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NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, ALABAMA

August 14, 2003

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SOFTWARE RELEASE 8.9**

Approved by

August 14, 2003

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Date

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NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, AL

August 14, 2003

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1. INTRODUCTION

This Version Description Document (VDD) identifies the exact version of the National Aeronautics and Space Administration (NASA) Personnel/Payroll System (NPPS) software released for installation/implementation.

1.1 IDENTIFICATION OF THE RELEASE

System Name – NPPS

Release Number – Software Release **8.9**

The release datasets will be made available to the support Database Administrator (DBA) for installation, at which time all centers will be notified that it has been installed in the appropriate test database.

1.2 PURPOSE OF THE RELEASE

The purpose of this release is to implement the NPPS software allocated for this release in a test environment. The detailed description of the release is specified in Appendix C, Functional Change Validation Procedures.

1.3 SCOPE OF THE RELEASE

The VDD provides the functional and technical user of NPPS with the following information regarding changes to the contents and status of the application, NPPS Release **8.9**, including the following:

- Changes implemented since the last release
- References to other documents affected by this release
- Changes to application files and data formats
- Detailed software installation procedures
- Validation procedures to ensure the reliability of the software changes.

1.4 CONTACT POINTS

Sustaining Engineering Support for Agencywide Administrative Systems (SESAAS) provides sustaining engineering for NPPS through the NASA Automated Data Processing (ADP) Consolidation Center (NACC) Technical Services Center located at Marshall Space Flight Center (MSFC). Questions regarding the function and/or the technical aspects as well as the installation of this release should be directed to:

The NACC Technical Services Center (use the following Key Words: SESAAS & NPPS)

Telephone: (256) 544-5516

E-Mail: billy.graham@msfc.nasa.gov

FAX: (256) 544-1836

2. FUNCTIONAL INFORMATION

This section includes details regarding functional changes, functional interfaces, critical issues, affected documents, and application system administration.

2.1 FUNCTIONAL CHANGES

Please refer to Appendix C, Functional Change Validation Procedures, for a description of all functional changes related to this release. Appendix D, Installation Instructions, describes all Predict changes related to this release.

2.2 FUNCTIONAL INTERFACES

Not Applicable

2.3 CRITICAL ISSUES

Not Applicable

2.4 AFFECTED DOCUMENTS

The following document will be affected by this release:

- NPPS System/Software Requirements Specification (SRS)
- NPPS-UOG-10, NPPS User and Operations Guide (UOG)
- Employee Express Interface Change Document (EEICD)
- AdminSTAR Interface Control Document (AdminSTAR ICD)

The modified pages of this document will be distributed under separate cover.

2.5 APPLICATION SYSTEM ADMINISTRATION

Not Applicable

3. TECHNICAL INFORMATION

This section includes details regarding technical system interfaces, data dictionary changes, software object changes, and database administration.

3.1 TECHNICAL SYSTEM INTERFACES

Not Applicable

3.2 DATA DICTIONARY CHANGES

The data dictionary changes are detailed in Appendix D, Installation Instructions.

3.3 SOFTWARE OBJECT CHANGES

Modified programs are specified in Paragraph 3.2 of Appendix D, Installation Instructions.

3.4 DATABASE ADMINISTRATION

The specific database administration activities for NPPS 8.9 are detailed in Appendix D, Installation Instructions.

3.4.1 Release Dataset Names

The datasets for Software Release 8.9 are included in the Introduction of Appendix D, Installation Instructions.

3.4.2 Inventory of Objects

An inventory of objects is described in Paragraph 3.2 of Appendix D, Installation Instructions.

3.4.3 Storage Considerations

Not Applicable

3. 4.4 Installation Procedures

Refer to Appendix D, Installation Instructions, for detailed installation procedures.

3.5 OPERATIONAL PREPARATION

Refer to the procedures described in Section 3.4.4 for assistance in preparing for proper installation and operational use of the release.

APPENDIX A

ABBREVIATIONS AND ACRONYMS

ABBREVIATIONS AND ACRONYMS

| | |
|--------|--|
| ADP | Automated Data Processing |
| CPO | Consolidated Payroll Office |
| DBA | Database Administrator |
| DDM | Data Definition Module |
| DR | Discrepancy Report |
| EE | Employee Express |
| EEICD | Employee Express Interface Change Document |
| HR | Human Resources |
| ICD | Interface Change Document |
| IRM | Information Resources Management |
| JCL | Job Control Language |
| L&E | Leave and Earnings Statement |
| MSFC | Marshall Space Flight Center |
| NACC | NASA ADP Consolidation Center |
| NASA | National Aeronautics and Space Administration |
| NPPS | NASA Personnel/Payroll System |
| RC | Requirements Change |
| SESAAS | Sustaining Engineering Support for Agencywide Administrative Systems |
| VDD | Version Description Document |

APPENDIX B

GLOSSARY

GLOSSARY

Consolidation Center

Responsibility for processing and balancing payroll for all centers in the consolidated database.

Database Administration

Responsibility for maintaining the physical database environment.

Implementation

The process by which a NASA site installs a software release and places it into operational use.

Operational Preparation

Preparation by a NASA site for installation and use of an application release.

System Administration

Responsibility for administrative functions such as application security and table data maintenance associated with an application.

APPENDIX C
FUNCTIONAL CHANGE VALIDATION
PROCEDURES

VALIDATION PROCEDURES SOFTWARE RELEASE 8.9 PERSONNEL & PAYROLL

1. 96000305

- A. **Purpose:** Increase the Cost of Living Biweekly Amount field (on COLA) from 3.2 characters to 4.2 characters, thus avoiding the NAT “fatal error” that occurs when the COLA Biweekly Amount is greater than 3.2 characters.
- B. **Test Procedure:**
 - 1) Select an active test employee.
 - 2) Access the COLA screen for the selected employee.
 - 3) Enter a Cost of Living Allowance Rate of 50 percent (.5).
 - 4) Give the employee a “good” time card through TAEDIT.
 - 5) Return to the COLA screen.
- C. **Validation:** Verify the appropriate COLA Biweekly Amount is displayed and that no “fatal error” is returned.

2. 96000314

- A. **Purpose:** Insure incorrect SES Annual Leave Hours are updated in the History File and remove the SES Annual Leave Hours from non-SES employee.
- B. **Test Procedure:**
 - 1) Select 1 active SES employees (Pay Plan equal “ES”) and 1 active non-SES employee (Pay Plan not equal “ES”).
 - 2) Schedule and run Payroll Initialization (CA00006) through BJS Processes.
 - 3) Give test employees “good” time card through TAEDIT.
 - 4) Access the AL screen and verify employees have annual leave.
 - 5) Access QHISTPP and verify employees have annual leave.
 - 6) Run the tool, NPTEL0056, to remove leave for employees with a Pay Plan not equal to “ES.”
 - 7) Return to QHISTPP.
- C. **Validation:** Verify SES Annual Leave Hours have been removed for the non-SES employee.

3. 98000007

- A. **Purpose:** Modify MTRANSFR to set Duty Status equal to “Z.”

- B. **Test Procedure:** On the MTRANSFR screen, enter an Effective Date, Depart Destination, Depart Reason, Trans To, Authorization, and SSN, then press enter.
- C. **Validation:** Access the suspended Mass Transfer action (PERACT) and verify screen 3 reflects Duty Status = "Z."

4. **98000014**

- A. **Purpose:** Modify BJS error log to identify the specific installation that has a batch job error.
- B. **Test Procedure:**
 - 1) Create a batch job error for a Center job ("NA") and an error for any NASA ("CA") job.
 - 2) Exit NPPS.
 - 3) Logon to NPPS, selecting menu option 2.
- C. **Validation:**
 - 1) Verify BJSERROR list pops up.
 - 2) Verify the BJSERROR list identifies the job in error, and reflects the appropriate Center ID for each job.

5. **98000101**

- A. **Purpose:** Insure the QTERM screen is reset when records are not found for entered search criteria.
- B. **Test Procedure:**
 - 1) Select 2 inactive employees (terminated via NOAC 357), one in Payblock 02 and the other in Payblock 09.
 - 2) Access QTERM.
 - 3) Enter Payblock = 09.
 - 4) Verify the terminated employee for Payblock 09 is displayed.
 - 5) Return to QTERM screen.
 - 6) Enter Payblock= 02.
 - 7) Verify that only the terminated employee for Payblock 02 is displayed.
 - 8) Go to QTERM screen.
 - 9) Enter Payblock= 01.
- C. **Validation:** Verify QTERM for Payblock 01 reflects the message, *NO TERMINATING EMPLOYEES FOR THIS PAYBLOCK and that no employees are displayed.

6. **98000157**

A. **Purpose:** Increase the Federal Tax Optional Amount, entered through FTAX, from 3 digits to 4 digits.

B. **Test Procedure:**

- 1) Select 2 active employees (Duty Status = D) with a large net pay.
- 2) Go to FTAX screen.
- 3) Enter Additional Tax Amount of \$1000 dollars.
- 4) Schedule and run Time & Attendance Update (CA00003) through BJS Processes.
- 5) Schedule and run CA00004 to update the History file.

C. **Validation:**

- 1) At QREG, verify an Additional Tax Amount of \$1000 has been deducted.
- 2) At QHISTPP, verify history has been updated on the FTAX screen with the amount of \$1000.

7. **20020083**

A. **Purpose:** Insure Master Employee Register, Report 200 may be run for a single SSN.

B. **Test Procedure:** Schedule and run the Master Employee Register (CA00200) through BJS Reports, selecting single SSN.

C. **Validation:** Verify that Report 200 runs to completion and reflects data only for the selected employee

8. **20020093**

A. **Purpose:** Delete jobs NA00502 and CA00502 from BJS.

B. **Test Procedure:** Attempt to schedule report jobs CA00502 and NA00502 through BJS Reports.

C. **Validation:**

- 1) Verify the report jobs are no longer present in the Report Schedule List.
- 2) Verify that all JCL, job, parameter, and report entries that relate to Report 5020 and jobs CA00502 / NA00502 have been deleted.
- 3) Verify that all references to Report 5020 have been deleted from the SRS (Appendix G 2-PAY) and UOG (Appendix C).

9. **20020122**

A. **Purpose:** Insure that when the Payroll Data Lock is 'Y' on the CTLPAY screen, that Add/Change/Delete actions on the BOND screen cannot be made.

B. Test Procedure:

- 1) Select an active employee with bond data.
- 2) Access CTLPAY and set Payroll Data Lock to "Y."
- 3) Access the BOND screen and attempt a "change" transaction.
- 4) Access (use PF2) the BOWN screen and attempt a "change" transaction.

C. Validation:

- 1) Verify the message, "***User not authorized to perform this function," is returned at the BOND screen.
- 2) Verify the message, "***User not authorized to perform this function," is returned at the BOWN screen.

10. 20020123

- A. Purpose:** Modify the Transaction Report to reflect an "as of" date equal to the current Pay Period Ending Date when the option to enter a date is not selected.
- B. Test Procedure:** Schedule and run Transaction Report (CA00201) through BJS Reports, entering no date parameter.
- C. Validation:** Verify the "as of" date for Report 201 is the Pay Period Ending date.

11. 20020125

- A. Purpose:** Correct the duplicate printing of Report 255.
- B. Test Procedure:** Schedule and run Retention Register Lite (NE00255) through BJS Reports, entering a different Center Code for a second installation.
- C. Validation:** Verify the message, "Option Unavailable" is returned.

12. 20030003

- A. Purpose:** Modify Report 418 to eliminate the 6 "sample" pages printed at the beginning of the report.
- B. Test Procedure:** Schedule and run W2 Wage and Tax Statement (CA00418) through BJS Reports.
- C. Validation:** Verify that the 6 sample data pages are no longer printed.

13. 20030007

- A. Purpose:** Modify pay calculations for Law Enforcement Officers using "special" pay rates.
- B. Test Procedure:**
- 1) Select a test employee (LEO) with effective Pay Table 491.

- 2) Suspend and mature a "Promotion" (NOAC 702) for the test employee.

C. Validation:

- 1) Calculate (manually) pay is in accordance with the appropriate formula as defined in the SRS.
- 2) Verify the pay calculated in Personnel Action Processing is correct and is based on Pay Table 491 rather than Pay Table GS1.

14. 20030010

- A. Purpose:** Correct the Transaction Report to correct data from transactions processed through the LUMP screen.

B. Test Procedure:

- 1) Select an inactive test employee.
- 2) Reactivate the employee through LUMP.
- 3) Enter \$260.00 in the Prior Period Adj field.
- 4) Schedule and run the Transaction Report (CA00201) through BJS Reports.

C. Validation:

- 1) Verify the report reflects the correct data in the Prior Period Adj, Restored Hours, and Fed Tax Ded Flag fields.

15. 20030011

- A. Purpose:** Modify SF50 print to remove the NTE2 date now reflected in NOACs 846, 847, and 946.

B. Test Procedure:

- 1) Suspend and mature one each of NOACs 846, 847, and 946.
- 2) Print the SF50s.

- C. Validation:** Verify the NTE2 date does not print for NOACs 846, 847, and 946.

16. 20030018

- A. Purpose:** Modify Report 106 to include the following:

- 1) Add header information to the NOAC 987 detail pages.
- 2) Add a new totals page that excludes NOAC 987 totals.
- 3) Correct Payblock numbers on NOAC 987 pages.
- 4) Modify the summary line on the agency and center totals pages to reflect NOAC 987 amounts only.
- 5) Correct award totals to separate non-Personnel cash awards from

Personnel Awards.

B. Test Procedure:

- 1) Select 12 active test employees.
- 2) Give employees various awards using NOAC 987, NOAC 840, and CASHPAY.
- 3) Give employees a “good” time card through TAEDIT.
- 4) Schedule, run, and print Payroll Cash Awards (CA00106) via BJS Reports.

C. Validation:

- 1) Verify a new totals page has been added excluding NOAC 987 totals.
- 2) Verify header information is added to NOAC 987 detail pages.
- 3) Verify the summary line on NOAC 987 agency and center totals pages shows 987 amounts only.
- 4) Verify Report 106 is corrected to show totals by NOAC to not lump amounts without NOACs from CASHPAY screen into first existing NOAC.
- 5) Verify that Payblock numbers for NOAC 987 pages have been corrected.

17. 20030019

A. Purpose: Modify the TSP Voucher to correct the record counts.

B. Test Procedure:

- 1) Process a variety of TSP Adjustments (16, 26, 46) through TSPADJ for selected test employees.
- 2) Give each test employee a “good” time card via TAEDIT.
- 3) Schedule and run Payroll Products (CA00004) through BJS Processes.
- 4) Print Report 314.
- 5) Access the online TSP2.
- 6) Access the output TSP voucher “tape” file (314TP).

C. Validation:

- 1) Verify the record counts in the tape file is correct.
- 2) Verify the record counts in the tape file, Report 314, and the online voucher (TSP2) match.

18. 20030024

A. Purpose: Modify the Fund Source I Report (818) to reflect lump sum

payments accurately.

B. Test Procedure:

- 1) Process lump sum transactions (hours and dollars) through LUMP for selected employees.
- 2) Give test employees “good” time cards via TAEDIT.
- 3) Check QREG for the test employees.
- 4) Schedule and run Payroll Products (CA00004) through BJS Processes.
- 5) Print the Fund Source I Report (818), using current Pay Period option.
- 6) Compare QREG for employees with Report 818.

C. Validation:

- 1) Verify that the “lump” sum transactions are reflected accurately on Report.
- 2) Verify amounts can be reconciled to the input LUMP transactions and with QREG.

19. 20030025

A. Purpose:

- 1) Modify Personnel Action Processing to delete all references to Relational Edit “NOA.”
- 2) Delete “NOA” from table TOPMMSG.

B. Test Procedure:

- 1) Access table TOPMMSG.
- 2) Attempt to “Retrieve” message NOA.

C. Validation: Verify Relational Edit “NOA” is no longer present in table TOPMMSG.

20. 20030026

A. Purpose: Implement a “ceiling” on Annual Leave for SES employees.

B. Test Procedure:

- 1) Select “non-SES” (Pay Plan not equal “ES” or “EX”) test employees with different leave categories 4, 6, and 8.
- 2) Suspend and mature NOAC 702 or NOAC 893, changing each employee to Pay Plan “ES” or “EX.”
- 3) Check the Annual Leave “Ceiling” on screen AL for each employee.

C. Validation: Verify the ceilings on employees are correct based on length

of service and Leave Category.

21. 20030029

A. Purpose:

- 1) Modify the AdminSTAR Refresh (CA00027) interface file to include Veteran's Preference Code; and
- 2) Create a one-time extract of all employees.

B. Test Procedure:

- 1) Schedule and run the AdminSTAR Refresh (CA00027) via BJS Processes.
- 2) Submit and run the tool, NPTL0057.

C. Validation:

- 1) Verify the output "learner" file (from CA00027) includes Veteran's Pref Code at the end of each record, as required by the NPPS-AdminSTAR Interface Control Document.
- 2) Verify the output file (from NPTL0057) includes SSN, EOD, Center ID, and Vet Pref Code.
- 3) Verify the output file (from NPTL0057) includes all employees.
- 4) Verify the output file (from NPTL0057) is sorted by SSN.

22. 20030031

A. Purpose: Implement Alabama State Income Tax processing through Employee Express.

B. Test Procedure:

- 1) Process a series of EE transactions (type 0042) through via processes (CAEE001) changing the following data for specified employees with State Tax Code = AL.

Marital Status (to blank, M, S, H, and X)
Exemptions (various amounts)
Deduction Amount (various)

- 2) Print the EEB001 Report.
- 3) Mature the suspended FTAX transactions.
- 4) Schedule and run the Express Master (CAEE002) via BJS Processes.

C. Validation:

- 1) Verify each EE transaction generates a suspended FTAX transaction in Payroll (SACT or SEMP) with the expected values in all FTAX fields.

- 2) Verify there are no errors on the Employee Express Error Report.
- 3) Verify the output Express Master file meets requirements defined in the NPPS-Employee Express Interface Control Document.

23. 20030034

A. **Purpose:** To implement Mississippi State Income Tax processing through Employee Express (Transaction Code = 0042).

- 1) **Test Procedure:** Process a series of EE transactions (type 0042) through via processes (CAEE001) changing the following data for specified employees with State Tax Code = MS.

Marital Status (to blank, M, S, H, and J)
Exemptions (various amounts)
Variance (Alternate Amount)
Deduction Amount (various)

- 2) Print the EEB001 Report.
- 3) Mature the suspended FTAX transactions.
- 4) Schedule and run the Express Master (CAEE002) via BJS Processes.

B. **Validation:**

- 1) Verify each EE transaction generates a suspended FTAX transaction in Payroll (SACT or SEMP) with the expected values in all FTAX fields. For changes to Marital Status, verify

Input (from EE) Marital Status = M suspends Marital Status = M in NPPS with Y in Working Spouse;

Input (from EE) Marital Status = S suspends Marital Status = S in NPPS with blank in Working Spouse;

Input (from EE) Marital Status = H suspends Marital Status = H in NPPS with blank in Working Spouse; and

Input (from EE) Marital Status = J suspends Marital Status = M in NPPS with blank in Working Spouse.

- 2) Verify there are no errors on the Employee Express Error Report.
- 3) Verify the output Express Master file meets requirements defined in the NPPS-Employee Express Interface Control Document. For Marital Status, verify that when
 - NPPS Marital Status = M and Working Spouse = Y sends Marital Status = M to EE;
 - NPPS Marital Status = M and Working Spouse = blank sends Marital Status = J to EE;
 - NPPS Marital Status = H sends Marital Status = H and Working

Spouse = blank to EE; and

NPPS Marital Status = J sends Marital Status = and Working

Spouse = blank to EE.

24. **20030035**

- A. **Purpose:** Modify AdminSTAR Refresh to include personnel not paid by NASA in the “learner” file.
- B. **Test Procedure:** Schedule and run AdminSTAR Refresh (CA00027) via BJS Processes.
- C. **Validation:** Verify the output “learner” file includes personnel both “paid” and “not paid” by NASA.

25. **20030061**

- A. **Purpose:** Modify web-based Leave & Earnings Statements to reflect TSP Catch-up contributions separately from those of “regular” TSP.
- B. **Test Procedure:**
 - 1) Enter a TSP Catch-up contribution through TSP for a “participating” employee.
 - 2) Give the employee a “good” time card via TAEDIT.
 - 3) Schedule and run Leave & Earnings Statements (NA00555) via BJS Reports.
 - 4) Schedule and run L & E Through Employee Express (CAEE006) via BJS Processes.
- C. **Validation:**
 - 1) Verify TSP Catch-up contribution amounts are in the outgoing EE file under Deduction Code 819 as indicated in the NPPS-Employee Express Interface Control Document.
 - 2) Verify TSP (“regular”) contribution amounts are in the outgoing EE file under Deduction Code 050 as indicated in the NPPS-Employee Express Interface Control Document.

**NASA PERSONNEL PAYROLL SYSTEM
RELEASE DESCRIPTION
SOFTWARE RELEASE 8.9
August 14, 2003**

The purpose of this release is to implement the changes allocated to software release 8.9 described below.

SOFTWARE RELEASE 8.9

RC 1620s IMPLEMENTED

| CCR | Description |
|----------|---|
| 98000014 | BJS Error Screen Message Change |
| 98000157 | Enlarge Addntl Amt Field on FTAX Screen |
| 20020083 | Run Report 200 (MER) by SSN Only |
| 20020093 | Delete CA00502 / IMFH Report |
| 20020123 | Report 201 AS OF Date |
| 20020125 | Duplicate Retention Register Rpt 255 |
| 20030003 | NAB418 Alignment Pages |
| 20030007 | Incorrect Pay for Special Rate Leos |
| 20030011 | NTE2 Date Printing on SF50 |
| 20030018 | Report 106 |
| 20030024 | Report 818 – LUMP |
| 20030025 | Eliminate 'NOA' Edit |
| 20030026 | Add Automated SES Ceiling Update |
| 20030029 | Veteran's Preference for AdminSTAR |
| 20030031 | AL state Tax through EE |
| 20030034 | MS state Tax through EE |
| 20030035 | Remove Edit from AdminSTAR |
| 20030061 | EE L&E TSP CU Breakout |
| 20030062 | TSPCU Changes ER (SF2 for 8.8) |

***** RECORD COUNT = 20

DR 1620s IMPLEMENTED

| CCR | Description |
|------------|---|
| 96000305 | Fatal Error 1305 on COLA Screen |
| 96000314 | Incorrect SES Annual Leave Hours in Hist File |
| 98000007 | Set Duty Status to 'Z' on MTRANSFR |
| 98000101 | QTERM Screen Values Don't Match Criteria |
| 20020122 | BOWN Payroll Data Lock |
| 20030010 | Rpt 201 Showing Incorrect LUMP |
| 20030019 | TSP Voucher |

***** **RECORD COUNT = 07**

APPENDIX D
INSTALLATION INSTRUCTIONS

**NASA PERSONNEL PAYROLL SYSTEM
RELEASE DESCRIPTION
SOFTWARE RELEASE 8.9
August 14, 2003**

Introduction

Release Date – August 14, 2003

Release Inventory:

Dataset Names:

The following dataset is located on the transient storage DASD volumes under the following dataset name:

- MSMOV.NPPS.PROD.R890.R0803.PRD
- MSMOV.NPPS.PROD.R890.R0803.SRC

Physical media:
VDD

In case of installation problems contact the NACC Technical Services Center (Use following Key Words: SESAAS & NPPS):

Telephone: (256) 544-5516
E-Mail: billy.graham@msfc.nasa.gov
Fax: (256) 544-1836

Installation Sequence

The sequence in which the installation of this release should occur is provided in the following list. Applicable sections are listed in the Installation Checklist.

- 1.0 Backup Existing Data
- 2.0 Copy Source/Object Code
- 3.0 Pre-Predict Data Conversion
- 4.0 Install Predict
- 5.0 Install Data Glossary
- 6.0 Catalog Source Code
- 7.0 Post-Predict Data Conversion
- 8.0 JCL/BJS/Xerox Modifications
- 9.0 Special Instructions
- 10.0 Installation Checklist

1.0 BACKUP EXISTING DATA

It is advisable to back up all NPPS files as a precautionary measure prior to installation of software release.

2.0 COPY SOURCE

2.1 Copy Source Modules

When installing software release 8.9, load the NPPS new and modified programs from dataset MSMOV.NPPS.PROD.R890.R0803.SRC using the Natural utility NATLOAD. The source programs were unloaded using the Natural utility NATUNLD. The programs will be loaded to the application library NPPS, replacing any existing programs of the same name. The source module counts included in this release are listed below:

Natural Source Modules by Type

| | |
|---------------------------|----|
| Global Data Areas | 0 |
| Copycode | 2 |
| Maps | 7 |
| Help routines | 0 |
| Subroutines | 1 |
| Subprograms | 4 |
| Local/Param Data Areas | 6 |
| Programs | 34 |
| Text | 0 |
| Process | 0 |
| Miscellaneous Objects | 0 |
| ===== | |
| Total Programming Objects | 54 |
| Total Views Unloaded | 0 |
| Total Objects Read | 54 |
| Total Object Unloaded | 54 |

2.2 List of Source Code Modifications

| MODULE | Description |
|----------|--|
| EEB001 | Employee Express Incoming Trans to NPPS |
| EEB002 | Employee Express (Macon interface) |
| EEB006 | Employee Express L&E |
| LDA6160A | LDA for PAYHIST-ONE update |
| NAB106 | Payroll Cash Awards Register |
| NAB106A | Payroll Cash Awards Register Payplan and Center Totals |
| NAB106AT | Payroll Cash Awards Register Agency Totals |
| NAB200A | MER Report 200A, Part 1 |
| NAB201 | Transaction Report (Rpt 201) |
| NAB314EX | TT TSP Extract |
| NAB418 | Process W-2 Forms |
| NAB423 | History report |
| NAB6160 | History File Update - Part 1 |
| NAB818 | Source of Funds Report for the Current PP |
| NAB818B | FUND RPT FOR FTE YTD |
| NAF200C | M.E.R. Report form |
| NAL1233C | LDA for bonds |
| NAL1710A | LDA for MASSCFC |
| NAM1213 | COLA Map |
| NAM1241 | FTAX MAP |
| NAM200A | Report 200A Parm Module |

| MODULE | Description |
|-------------------|---|
| NAM4910 | SF1166 – VOUCHMEN (TSP2) Map |
| NAM555A | L&E STATEMENT / MAP |
| NAO1213 | Cola and Foreign Differential |
| NAO1233 | Bond Deductions and Owner Address |
| NAO1237 ER | Thrift Savings Program Screen |
| NAO1241 | Federal and State Taxes |
| NAO1241B | Federal and State Taxes |
| NAO1550 | Payroll Register |
| NAO1580 | Terminating Employee List |
| NAO200P | Parm Template for Report 200A |
| NAO201P | Transaction Report Parm Mod (Rpt201) |
| NAO4910 | SF1166 – VOUCHMEN (TSP2) Screen |
| NEB255B | Retention Register Lite Parm Pgm (255) |
| NEBAS01 | ADMINSTAR Refresh |
| NEBAS01A | ADMINSTAR Refresh |
| NEO1914 | Relational Edit – NOA |
| NEO255P | Retention Register Lite Parm Pgm (255) |
| NEO3130 | Payroll Master Update II |
| NEO4050 | SF-50 Print Fields |
| NEO9010 | Mass Transfer |
| NLD9100S | Copycode/T&A/online NORMALS |
| NPB000LA | LDA for performance enhancement 1997 |
| NPL315LD | LDA for several NPPS reports |
| NPL315LG | LDA for several NPPS reports |
| NPM0001 | Payroll/Personnel Main Menu |
| NPO0000 | Payroll/Personnel Main Menu |
| NSS1900H | Ext Routine EXT-CALC-LOCAL-ADJ |
| NSS201H | Subroutine used with transactin reports |
| NSS201N | COLA and Foreign Differential Screen Layout |
| NSS201R | Lump Sum Leave Screen Layout |
| NSS9100 | Copycode/T&A/online NORMALS |

RELEASE PROGRAMS (NEW) ==> 52

2.3 List of Source Code Additions

The following is a list of all modules that were created for the software release 8.9.

| MODULE | Description |
|---------------|--------------------|
|---------------|--------------------|

| MODULE | Description |
|---------------|---------------------------------------|
| NPTL0056 | Tool for History File Update - Part I |
| NPTL0057 | Tool for ADMINSTAR Learner File |

RELEASE PROGRAMS (NEW) ==> 02

2.4 List of Source Code Deletions

The following is a list of all modules that were deleted for the software release 8.9.

| MODULE | Description |
|---------------|-----------------------------------|
| NPB502 | IMFH Password Error Report (5020) |

RELEASE PROGRAMS (DELETED) ==> 01

3.0 PRE-PREDICT DATA CONVERSION

All suspended FTAX records must be matured or deleted.

4.0 INSTALL PREDICT

4.1 Data Dictionary Changes

This release includes the enhancements for version 8.9.0. Details for changes in this release can be found under paragraph 4.1.3, Physical File Changes, or by performing Predict reporting on the keyword NPPS-8.9.0.

Use SYSDICBE to load the PREDICT modifications from the dataset
xxMOV.NPPS.PROD.R890.R0803.PRD.

The following NPPS Data Definition Modules (DDMs) should be generated after the PREDICT load is complete.

NPS2-PAY-MASTER
NPS2-PAY-PHYSICAL

4.1.1 Inventory of Objects

The object types and inventory listed below represent a comprehensive count of the PREDICT object modules for this release.

Predict Objects by Type:

| | |
|------------------------|----|
| Keyword | 1 |
| Standard Files | 0 |
| Conceptual Files | 0 |
| ADABAS Files and Views | 11 |

4.1.2 Storage Considerations

The changes represented by this release should not affect storage requirements.

4.1.3 Physical File Changes

Change the length of the following field

| NPS2-PAY-MASTER | | file # 227 | | | | | |
|-----------------|-------------------|------------|--------|-------|---|---|------|
| Ty | L Field ID | F | Length | Occ | D | U | DB S |
| * - | ----- | * | ----- | ----- | * | * | -- * |
| | PAY-FEDTX-OPT-AMT | N | 4.0 | | | | AX N |

Using the following commands:

```
//DDKARTE DD *  
ADADBS CHANGE FILE=227,FIELD=AX,LENGTH=4  
/*
```

5.0 INSTALL DATA GLOSSARY

Not applicable

6.0 CATALOG SOURCE CODE

When installing software release 8.9, run a batch job to catalog (CATALL) all modules in the NPPS or other named library. It is not necessary to catalog the Global Data Area. The Batch standard parameters should be used for the compile.

After objects are compiled, the NPPS application will run under the On-line standard parameters.

7.0 POST-PREDICT DATA CONVERSION

Not applicable

8.0 JCL/BJS/Xerox MODIFICATIONS

JCL/BJS

JOB: CA00502 / NA00502 (Security Violation)

The JCL, job records, parameter records, and report records must be deleted.

JOB: NA00423 (IPR)

The record length for work file 5 must be expanded by 1 byte if this file is not a temporary file.

TOOL: NPTL0056

This tool will reset the NPS2-MER-FILE.MER.MER-SES-AL-NS-CEIL, for employees with a pay plan not equal to 'ES' or 'EX' for 96000316. This JCL will be provided to the NPPS Operational Team. This tool will provide report listing of employee's reset and a count of employees reset per center. This JCL will be provided to the NPPS Operational Team. This tool should be run immediately after the release has been installed; no predict work is necessary.

TOOL: NPTL0057

This tool will create a dataset of all NASA employees (active and inactive) including their SSN, EOD Date, Center, and Veteran's Preference. This is to refresh the AdminSTAR database with the new Veteran's Preference field being added to the AdminSTAR interface for 20030029. This JCL will be provided to the NPPS Operational Team.

Xerox

Not applicable

9.0 SPECIAL INSTRUCTIONS

9.1 Update NPPS Release Number

The following process will update the NPPS software numbers:

1. Execute program TOOLVRSN from the Natural Command line.
2. When installing software release 8.9, enter "8.9" for software version number.
3. Press ENTER; a confirmation message displays.
4. Press PF3 to exit the program.

9.2 NPPS Tables Updates

The following tables changes must be in place to support this release. These updates will be released with NPPS Tables Release 2.6 and further information on them can be found in the applicable VDD.

TOPMMSG – Delete NOA Edit

10.0 INSTALLATION CHECKLIST

- 1.0 Back Up Existing Data
- 2.0 Copy Source
- 6.0 Catalog Source Code
- 8.0 JCL/BJX/Xerox Modifications
- 9.0 Special Instructions